

Clerk - Whitland Town Council
The Office
Whitland Town Hall
Whitland
Carmarthenshire
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To the Councillors, Whitland Town Council

You are hereby summoned to attend the February 2025 General Meeting of Whitland Town Council to be held in the Town Hall and via the medium of Zoom, on Monday 10th February 2025, at 7.00pm. The business to be considered is as set out in the agenda below.

If any member of the public wishes to attend via Zoom, please contact the Clerk by 1pm on the day of the meeting and you will receive all information to enable you to connect to the meeting.

Yours faithfully

Financial Officer/Clerk to the Council (4th February 2025)

All documentation has been Emailed to Councillors prior to the meeting.

Prior to the meeting the Christmas Light engineer will be present to discuss where lights can be added to Whitland's display and the approximate cost of such.

The Public Participation session will commence at 7.00pm and will not normally exceed 15 minutes in length. Members of the public are welcome to ask questions or make representations relating to items listed on the agenda only.

Please note that Audio or Video recording of Full Council meetings is not permitted.

All Whitland Town Council meetings are regulated by its Standing Orders.

Agenda

- 2025/02 152 To accept any apologies for absence**
- 2025/02 153 To acknowledge any declarations of interest, as per the Code of Conduct**
- 2025/02 154 To receive the minutes of the meeting held on the 13th January 2025**
- 2025/02 155 Matters arising from the minutes – information only**
- 2025/02 156 To minute any comments made by members of the public attending the meeting**
- 2025/02 157 To acknowledge and approve any account(s) for payment**
- 2025/02 158 To consider the bank reconciliation and the financial information appertaining of the Whitland Town Council – see finance report**
- 2025/02 159 Planning application(s) received**
- a) **PL/08850 Land adjacent to Trem y Wawr, Spring Gardens, Whitland, SA34 0HL**
Erection of new dwelling and associated works
- 2025/02 160 To consider any planning application notices received from the Carmarthenshire County Council**
- a) **PL/08626 3 Trevaughan Terrace, Whitland, SA34 0QL**
Installation of a free standing air source heat pump – **Granted 15/01/2025**
- b) **PL/08307 15 Bryngwenllian, Whitland, SA34 0DA**
Proposed front porch extension to form covered entrance and side washroom extension to provide ground floor facilities – **Refused 20/01/2025**

2025/02 161 To consider any correspondence received

- Email forwarded to all Cllrs outlining training being offered by One Voice Wales
- Telephone call received from Carmarthenshire County Council relating to the possible inclusion of parking restrictions to the North area of North Road – Restrictions will be considered in the next Rural On-street Regulation Order (Possibly April 2025)

2025/02 162 To receive any Reports from Committees:

- **Grounds Management Committee – Cllr L Shipton**
Action Tracking -
 - Any up dated information as to when the Carmarthenshire County Council will be carrying out street cleansing and painting along St John Street. Update received December 2024 – The maintenance team will now be looking to commence the works in early Spring 2025 – **Email sent to Carmarthenshire County Council requested a possible start date.**
- **Personnel Committee – Cllr J Davies-Scourfield**
 - To set a date for the Clerk's review
See agenda items 2025/02 168, 169 and 170
- **Finance Committee – Cllr J Davies-Scourfield**
 - To consider Cllr A Cornick's request to join the Finance Committee

2025/02 163 To Receive Reports from Council Representatives Of Outside Bodies:

- One Voice Wales – Cllr A Smith
- Parc Dr Owen Committee – Cllr Shipton
- Whitland Town Hall Committee – Cllr S McDowall
- Whitland Traders Association – Cllr A Cornick
- Air Cadets – The Clerk – **Press Release Emailed to all Cllrs.**
- Schools – Cllr A Cornick and the Clerk

2025/02 164 To consider the Draft Social Media Policy – Emailed to all Cllrs prior to the meeting

2025/02 165 To consider the price received to remove several problematic trees as identified within the Tree Report - Under the Occupiers' Liability Act 1957 and 1984, and the Health and Safety at Work Act 1974 landowners have a legal duty to ensure all trees on their land do not pose an unacceptable risk to people and property. Whitland Town Council undertake a tree survey every two years on trees that are on land in its ownership or management. All works flagged by the report are acted upon in a timely manner.

2025/02 166 To consider holding all future meetings of Whitland Town Council in-person with provision for anyone wishing to join remotely via a live link – Following the removal of Covid restrictions, the Local Elections (Wales) Act 2021 allowed Town and Community Councils in Wales to hold multi-locational meetings without the need for in-person attendance. In line with this, Whitland Town Council passed a resolution to hold a few meetings each year in person, with the option to join remotely, while the remaining meetings would be conducted solely via a live link. The consideration now is to hold all meetings in person, with the option to join remotely.

2025/02 167 To consider any items to be presented at the next meeting.

Due to the nature of business being discussed and in accordance with Sec 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 agenda items 2025/02 168, 169 and 170 will be discussed in confidence and no members of the public nor press will be present.

- 2025/02 168 To update the Council regarding the Cleaner and her ongoing workload.**
- 2025/02 169 To consider a cover cleaner –** To ensure that all cleaning duties are carried out whilst the cleaner is on leave.
- 2025/02 170 To consider updating the Clerk's Contract of Employment to reflect 21 hours per week -** Due to the increasing obligations and legal requirements of the Council, the Clerk has been working 21 hours per week on a temporary basis since October 2024.